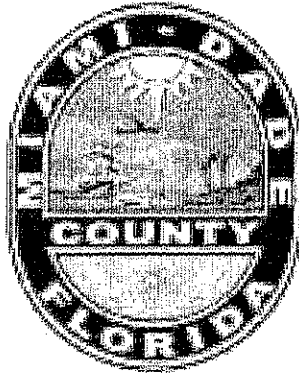


Miami-Dade County

Stephen P. Clark Government Center
111 N.W. 1st Street
Miami, Fl. 33128



LEGISLATIVE ANALYSIS

Thursday, April 22, 2004
9:30 AM
Commission Chambers

Board of County Commissioners

Budget and Finance Committee

BUDGET & FINANCE ITEM 3(I)

April 22, 2004

LEGISLATIVE ANALYSIS AND ECONOMIC IMPACT STATEMENT

RESOLUTION AUTHORIZING THE COUNTY MANAGER TO ADVERTISE A REQUEST FOR PROPOSALS FOR AND ON BEHALF OF MIAMI-DADE COUNTY TO OBTAIN EMPLOYEE MEDICAL ASSESSMENT TESTING, TO EXERCISE ANY CANCELLATION AND RE-ADVERTISEMENT PROVISIONS AND TO EXERCISE ALL OTHER RIGHTS CONTAINED THEREIN RFP NO. 429

Procurement Management Department

I. SUMMARY

This authorizes advertisement of *RFP No. 429 Employee Medical Assessment Testing*. Selected firm(s) will provide various employment physical examinations for County employees and job applicants. To ensure ease and accessibility to examinees, the County may award contracts in three geographical areas. The price proposal is expected to be a price per test (negotiated).

Contract amount estimate:	\$1.5 million per year
Funding source:	General Fund (Employee Relations Department) ¹
Contract period:	3 years with 3 one-year OTR at County's sole discretion
Measures:	None recommended by the Review Committee

II. PRESENT SITUATION

The current provider of this service is Mount Sinai Medical Center in Miami Beach², who was awarded the contract based on an Invitation to Bid.

The current contract originally would have expired on April 30, 2004, but was extended to Dec. 2004 to ensure the RFP process was completed. According to the Employee Relations Department, an Invitation to Bid was being prepared in anticipation of the April 30, 2004 contract end; however, due to specific requirements of the Medical Assessment Programs and to have a more detailed evaluation and selection process, a RFP was pursued instead.

III. POLICY CHANGE AND IMPLICATION

An RFP is being used to replace the current contract (instead of doing another Invitation to Bid) to ensure that all selected vendors meet the County's service requirements. An Invitation to Bid is awarded to the lowest bidder, while the RFP provides for a more detailed evaluation and selection process.

¹ Proprietary departments reimburse ERD (the General Fund), where applicable.

² There is also a satellite office in South Miami. In the past, there were other testing locations as well.

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IV. ECONOMIC IMPACT

The cost estimate of \$1.5 million annually (paid from the Employee Relations Department budget) is based on previous year expenses and anticipated growth by user departments, especially that of Transit, Police and Corrections. For the current year, the County is expected to incur approx. \$976,000 in services.³

V. COMMENTS AND QUESTIONS

The County User Access Program language is in Section 1.36 of the RFP (handwritten page 19).

³ Projection based on usage of \$244,115 for Jan. 2004 -- March 2004.

BUDGET & FINANCE ITEM 3(M)

April 22, 2004

LEGISLATIVE ANALYSIS AND ECONOMIC IMPACT STATEMENT

RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH SOFTWARE TECHNIQUES, INC. TO PROVIDE FOR THE DELIVERY/INSTALLATION AND MAINTENANCE OF A COMPUTER AIDED MASS APPRAISAL SYSTEM ("C.A.M.A."), AUTHORIZING THE COUNTY MANAGER TO EXECUTE AN AGREEMENT FOR AND ON BEHALF OF MIAMI-DADE COUNTY AND TO EXERCISE ANY TERMINATION AND OPTION TO RENEW PROVISIONS AND TO EXERCISE ALL OTHER RIGHTS CONTAINED THEREIN. CONTRACT NO. 225

Procurement Management Department

I. SUMMARY

This resolution authorizes award of *RFP No. 225 Computer Aided Mass Appraisal System* to Software Techniques, Inc.

Contract amount: \$11,141,366 over 5 years
Funding Source: Capital Outlay Reserve Fund (budgeted)
Contract period: 6 ½ years (18 months for implementation, 5 years of maintenance and support) with one five-year OTR at County's sole discretion
Measures: None were recommended by the Review Committee due to insufficient availability.

II. PRESENT SITUATION

Constant growth and change in cities place unprecedented demands on assessors to maintain accurate, up-to-date and instantly available information on thousands of properties. As a result, jurisdictions of all sizes are turning to the use of modern CAMAs. A Computer Aided Mass Appraisal System (CAMA) has been developed by many different vendors, of which Software Techniques, Inc. (STI) is one. The CAMA is basically a set of software applications that supports and simplifies assessing functions, which will result in more accurate and accessible property assessments. CAMA systems generally provide for easy data entry and display of data, user update of land tables, cost indexes, and market models; on-line calculation and updating of values; on-line printing of reports; and other capabilities.

This RFP was advertised in Jan. 2001 and standard procurement activities followed. A total of 7 proposals were received. According to the Property Appraisal Department (PA), the impact of the 9-11 terrorist attacks on the economy and the property markets required the full attention of the PA through Jan. 2003. In early Feb. 2003, negotiations began with the highest ranked proposer, STI. STI had the highest technical score and came in second on price. The negotiations (which required participation of other departments) continued until an agreement was reached on Mar. 18, 2004. PA indicates that, as a result of negotiation, the County was able to get more services for no additional cost.

BUDGET & FINANCE ITEM 3(M)

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Reference checks in the form of a questionnaire sent to other STI clients of comparable size to Miami-Dade County were done and incorporated into the technical score. The questionnaire was designed to ascertain the performance of STI on CAMA projects and customer satisfaction with the products and services. Other counties using Software Techniques, Inc. for their CAMA system include Hillsborough County, FL (385,000 parcels); Harris County, TX (1.7 million parcels); Potter-Randall, TX (110,000 parcels); and Highlands County, FL (110,000+ parcels).¹ According to the PA, Miami-Dade County had approx. 860,000 parcels on the 2003 tax roll. This number grows at the rate of 8,000 to 10,000 per year.

III. POLICY CHANGE AND IMPLICATION

Many large and small counties in Florida have "modern" CAMA systems or are in the process of acquiring a new system. The PA's existing system has significant limitations in areas of taxpayer communication (i.e. paper building sketches, handwritten appraisal notes, Polaroid property photographs, etc.), work flow efficiencies, and valuation tools. The system will enable a more efficient and accurate assessment of the tax roll. In addition, due to the Department of Revenue requirements for greater accuracy and equity in tax roll preparation, this system will enable the County to meet the increasingly higher standards in the future.

The system will be proprietary and maintenance services provided by STI (after the contract ends) will be optional. Based on the proposed contract, the County will own the software (including source code) and will have the right to maintain the software with County staff. However, in order to continue to receive "product updates", the County will have to continue the Basic Maintenance Services with STI.

IV. ECONOMIC IMPACT

The breakdown of the total contract cost (paid from the Capital Outlay Reserve Fund) is as follows:

Implementation (including software, licenses, rights to source code configuration of software, data conversion, project management, system interfaces, hardware and training) ²	\$ 7,117,224
System maintenance and support (for a five year period)	<u>4,024,142</u>
Total	\$11,141,366

The original cost estimate at the time of advertisement was \$500,000 to \$1,000,000, but certain implementation costs were higher than originally estimated and maintenance costs were not included.

¹ From Software Techniques, Inc. website www.customcama.com Hillsborough County is the second largest appraisal district in the nation.

² License software cost alone is \$1.3 million.

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V. COMMENTS AND QUESTIONS

According to the PA, assuming a start date of June 2004 and no unanticipated delays, the 2006 tax roll would be the first produced by the STI CAMA system. It is expected that relative accuracy and equity would improve immediately.

STI was founded in 1987 and started focusing on CAMA systems in 1995. Its corporate headquarters is in Winter Park, Florida. According to the proposed contract, STI will have a support person available full-time on site for at least two years after the system is functional. See attached for an overview of STI and its products.

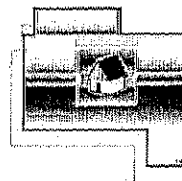


CAMA

that fits

CUSTOMCAMA™

COMPLETE SOLUTIONS



The most *dynamic* CAMA system available.

CUSTOMCAMA, the only completely customizable CAMA solution on today's market, offers an abundance of tailored solutions to government property appraisers.

Other CAMA providers offer traditional, off-the-shelf solutions, which are designed to meet county property appraisers' current needs, with whatever technology is available. As the technology becomes more advanced and additional features are introduced to the marketplace, property appraisal offices are forced to pay a la carte for these upgrades. This either becomes very expensive or leads to antiquated software, and a need for a complete new system down the road.

By creating CUSTOMCAMA, the team at Software Techniques, Inc. (STI) sets itself apart in the crowded CAMA industry. CUSTOMCAMA COMPLETE SOLUTIONS provides not only the most advanced, comprehensive set of applications, but offers unlimited client support and solution upgrades to help clients continue to exceed the current demands of the taxpayers, virtually eliminating the possibility of technical breakdown in the future.

AND HERE ARE THE DETAILS ON HOW YOU'LL SAVE MONEY

Seamless integration

More than 250 customized system features

More applications to help your entire office

Tailored system specific areas at your request

The latest in GIS technology integrated into the applications

Constant state-of-the-art technology year to year, without expensive upgrade fees

Ability to customize all applications to work as your needs change

Unlimited product updates directly to your system

A quarterly newsletter, outlining the latest information that affects the property appraisal industry



CUSTOMCAMA, at its core, includes your choice of applications from the CAMATOOLS PRODUCT SOLUTIONS. It also encompasses the ability to request modifications to over 250 features within your new system at any time, without incurring extra costs. This greatly reduces future spending on new CAMA software, and enables property appraisal offices to accurately budget for their annual CAMA technology investment.

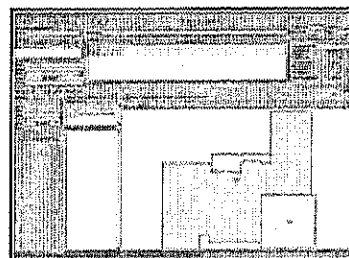
With CUSTOMCAMA there's no need to ever issue another RFP —saving valuable personnel hours researching new tools. And, our online newsletter keeps clients informed of the latest trends in the appraisal industry. Our customized "clients only" area within our Web site retains the newest updated product information relative to each member, so instead of investing your money into research, take advantage of ours.

The entire CUSTOMCAMA system is seamlessly integrated, and our abundance of products work together, enabling our clients to maximize their efforts to accomplish their tasks.

When our clients purchase CUSTOMCAMA, they are investing in their future. They are purchasing the outstanding commitment and service that Software Techniques has built the company around. And that unlimited service equates to continuous upgrades, which equal constant state-of-the-art technology for the best return on investment available in the CAMA market.

We call it "CAMA for Life."

Request a demo of CUSTOMCAMA
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email us at info@customcama.com or visit our website
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LEGISLATIVE ANALYSIS AND ECONOMIC IMPACT STATEMENT

RESOLUTION APPROVING AGREEMENT BETWEEN MIAMI-DADE COUNTY AND THE CITY OF DORAL FOR THE TRANSITION OF MUNICIPAL SERVICES; AUTHORIZING THE COUNTY MANAGER TO EXECUTE THE AGREEMENT, TAKE ANY ACTION REQUIRED OF THE COUNTY HEREIN AND EXERCISE ANY RENEWAL AND CANCELLATION PROVISIONS THEREIN

Office of Strategic Business Management

I. SUMMARY

This resolution will approve the Master Interlocal Agreement between the County and the City of Doral.

II. PRESENT SITUATION

The City of Doral was approved by elector on June 24, 2003 with the Municipal officials having been elected July 22, 2003. The County and City began negotiating the Interlocal Agreement shortly after the City Manager was selected. On April 9, 2004 the City approved the Interlocal through Resolution.

III. POLICY CHANGE AND IMPLICATION

N/A

IV. ECONOMIC IMPACT

This Interlocal should have no Fiscal Impact since the City will pay for services provided by the County between June 24, 2003 and September 30, 2004 unless extended upon request of the City.

V. COMMENTS AND QUESTIONS

- Two six month renewals are allowed under the Interlocal Agreement.
- This Inter Local only applies to Planning and Zoning, Public Works, Team Metro, and the Parks and Recreation Department.
- Excluded from the Interlocal are Library, Fire Rescue, Water & Sewer, Solid Waste, and Police.

LEGISLATIVE ANALYSIS AND ECONOMIC IMPACT STATEMENT

ORDINANCE RELATING TO BOUNDARY CHANGE PROCEDURES; MODIFYING REQUIREMENT TO OBTAIN CONSENT OF MATERIALLY AFFECTED MUNICIPALITIES AND REQUIREMENT TO SUBMIT LAND USE AND ZONING INFORMATION; AMENDING SECTION 20-3 OF THE CODE OF MIAMI-DADE COUNTY, FLORIDA; PROVIDING SEVERABILITY, INCLUSION IN THE CODE, AND AN EFFECTIVE DATE

County Manager

I. SUMMARY

This Ordinance amends Section 20-3 of the County Code modifying requirements of a municipality requesting a boundary change.

II. PRESENT SITUATION

Presently municipalities wishing to annex an area must obtain a Resolution of Consent from any and each materially affected municipality. The annexing authority must also commit to the determination of the land use plan and zoning for the annexed property.

III. POLICY CHANGE AND IMPLICATION

First, this ordinance removes "materially affected" municipality and replaces it with "adjacent" municipality.

Second, this ordinance removes the requirement for a Resolution of Consent from adjacent municipalities.

Third, this ordinance removes the requirement that the annexing authority commit as part of the annexation process to land use plan and zoning for the annexed property.

IV. ECONOMIC IMPACT

This ordinance will have no Fiscal Impact to the County.

V. COMMENTS AND QUESTIONS

- By removing the requirement of a Consent Resolution, the BCC can now hear request for annexation where not all parties may be in agreement and the Board will ultimately make the decision.
- Municipalities which have concerns about a potential annexation will still have the opportunity to come before the BCC and make their case.
- The removal of the land use plan and zoning commitment being requested because such action can only occur at a duly noticed land use plan or zoning hearing proceeding.
- Can the Board approve the annexation subject to land use and zoning being approved as represented in the annexation application and if it is not approved as represented then the BCC can reconsider?